BY ORDER OF THE COMMANDER 440TH AIRLIFT WING

440th AIRLIFT WING INSTRUCTION 33-201
10 November 1995

Communications





COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Supersedes 440 AWR 56-1, 25 November 1993.

Pages: 2

Distribution: F

This instruction establishes a wing and base program for implementation of the Air Force Emission Security Program. It applies to all organizations on GMIAP-ARS, WI, who operate or maintain systems and equipment that process classified information. This instruction implements AFPD 33-2, *C4 Systems Security*, dated August, 1993.

SUMMARY OF REVISIONS

Paragraph 1 defines EMSEC, paragraph 2 changes the control policy, paragraph 3 appoints a Wing EMSEC manager and defines responsibilities, office symbols updated throughout.

- 1. EMSEC. The protection resulting from all measures taken to deny unauthorized persons information of value which might be derived from intercept and analysis of compromising emanations from crypto-equipment, computers, AIS (Automated Information Systems), and telecommunications systems.
- **2.** Control Policy. The Air Force policy is to control compromising emanations, identify nonstop counter measures, and prevent hijack hazards.

3. Responsibilities:

- 3.1. The Wing Commander will appoint, in writing, a primary and alternate Wing EMSEC Manager (WEM).
- 3.2. The WEM will:
 - 3.2.1. Provide EMSEC guidance to all on-base units.
 - 3.2.2. Conduct and document required initial and annual EMSEC inspection for the base.

- 3.2.3. Advise the Wing Commander, commanders, managers, supervisors, and users of EMSEC policy in countermeasures required to adequately protect classified information and their systems.
- 3.2.4. Maintain a file of all active, temporary and permanent waivers.
- 3.2.5. Provide the unit EMSEC representative the required current Air Force EMSEC guidance and information, and ensure this is given the widest dissemination.
- 3.3. Unit commanders will appoint, in writing, a primary and an alternate unit EMSEC representative and forward a copy of the appointment letter to the 440 MSS/SCSS. The letter of appointment will include: Name, rank/grade, security clearance, office symbol and office telephone number.
- 3.4. The unit EMSEC representative will:
 - 3.4.1. Aid the WEM in identifying EMSEC deficiencies.
 - 3.4.2. Determine the best means of correcting identified deficiencies and forward the proposed solutions to the WEM.
 - 3.4.3. Notify the WEM of any change in installed equipment, new equipment/computer installations and any other activities which may affect this equipment.
 - 3.4.4. Act as the focal point for all EMSEC matters within their organization or facility.
 - 3.4.5. Ensure all AF Forms 3215, C4 Systems Requirements Document, and AF Forms 332, Base Civil Engineer Work Request, are compatible with EMSEC requirements and coordinated with the WEM whenever necessary.
- 3.5. Civil Engineering representative will:
 - 3.5.1. Coordinate EMSEC actions with the BCE and the Facilities Board (FB) when necessary.
 - 3.5.2. Ensure all work requests affecting any facility having equipment used in processing classified information have been coordinated with the WEM before final approval is received.
- 3.6. The contracting division EMSEC representative will coordinate with the WEM on any procurement/ lease actions involving electromagnetic devices used in facilities which house equipment used in processing classified information.
- 3.7. Equipment users will contact the WEM prior to using any systems or equipment to process classified information.

PAUL R. COOPER, COL, USAFR Commander